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Office Memorandum • UNITED STATES GOVERNMENT

25X1A9a to : Mr. [REDACTED]

DATE: 7 October 1949

FROM : Chief, Transportation Branch

SUBJECT: Monthly Report of Transportation Division Activities - September 1949

The following report covering activities of the Transportation Branch during the month of September is submitted pursuant to your request.

1. Truck Operations:

The following truck operations were performed during the month:

7 trips to New York, N. Y.
15 trips to Baltimore, Md.
1 trip to Carbondale, Pa.
204 local hauls in and around Washington,

2. Que Building Motor Pool Operation:

1111 total trips made
52.9 average number of trips per day
7007 total miles operated
333.6 average miles per day
6.3 average miles per trip
5.6 average number of cars in pool per day
43.5 average time per trip

Comparison of total trips, total miles operated and average miles operated per day for the past three months:

	<u>Total Miles</u>	<u>Total Trips</u>	<u>Average Miles Per Day</u>
July	8046	1150	402.0
August	8459	1152	367.7
September	7007	1111	333.6

During the month the shuttle service between CIA Buildings and the Pentagon carried a total of 7749 passengers, an average of 369 per day.

3. Following is a report of the activities of the [REDACTED] Garage: 25X1A6a

Repair Jobs	- 42
*Labor	- \$1199.80
Parts	- 371.35
Repair Jobs performed outside	- 3
Labor	- \$64.00
Parts	20.75
Maintenance Work	- 74
*Labor	- \$532.00
Parts	24.63

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*Work performed by Mechanics

Maintenance Work (Performed by Mechanic's Helpers)

Cars washed	-	115
Cars lubricated	-	53
Other service jobs	-	49


217
The total value of labor performed by the Mechanics in the garage during the month was \$1731.80 compared with their total salaries of \$989.51 indicating a saving of \$742.29. The value of labor performed by the Mechanic's Helpers was \$392.75 compared with salaries of \$195.80, indicating a saving of \$196.95 an overall saving of \$939.24 for the month.

4. Forty-six (46) passenger cars operated a total of 37,974 miles during the month while thirty-three (33) trucks and four (4) buses operated a total of 27,945 miles.

18,450
1,433
5. Volume of work and flow of personnel through the Shipping Section for the month was as follows:

Rail Reservations	-	17
Airline Reservations	-	56
Hotel Reservations	-	3
Fare Quotations	-	127
Persons Processed Overseas	-	13
Domestic Travelers	-	35
Transportation Requests	-	126

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Chief, Transportation Branch